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Approved For Release 2005/04/12 : CIA-RDP79-01041A000100040034-4

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Assistant to DD/I (Admin.)

Tuesday, 7 July 1953

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1. [] concurred in our suggestion of the appointment []
 [] to serve as DD/I representative on the Career Service Board Task
 Force to study matters affecting the legislative program.

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3. Attended the initial meeting of the DD/A Career Service Board to which I was recently appointed, the appointment extending through 31 December 1953. The Board is responsible for preparing recommendations to the DD/A on career planning and development activities of administrative generalists, i.e., those who are not included under the jurisdiction of a specific DD/A office Career Service Board such as Personnel, Budget, etc. Effects of the failure of any DD/I administrative personnel to be indicated on the DD/A Board in the recent assignments of career designations was discussed. I indicated the various reasons for this action, including the fact that there was no understanding as to what benefits would accrue from aligning themselves with a Board other than that of their own office. It appears that, with the development of career plans for administrative personnel as envisaged under the DD/A Board, that steps should be taken to encourage DD/I personnel who are engaged in administrative work to transfer to the DD/A Board. This would not prevent the individual from transferring at a later date back to his office board if he wishes to leave the administrative work for a substantive field.

4. Concurred in the following proposed regulations with comments as appropriate:

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[] CLERICAL TRAINING
 [] SUPPLY ECONOMY AND EQUIPMENT UTILIZATION

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This document is part of an integrated
 file. If separated from the file it must be
 subjected to individual systematic review.

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